



Main Office:

STATE OF NEVADA
STATE BOARD OF COSMETOLOGY
1785 E. Sahara Avenue, Suite 255
Las Vegas, Nevada 89104
(702) 486-6542
Fax: (702) 369-8064

Branch Office:

STATE OF NEVADA
STATE BOARD OF COSMETOLOGY
4600 Kietzke Lane, Building I, Suite 200
Reno, Nevada 89502
(775) 688-1442
Fax: (775) 688-1441

NEVADA'S HELPFUL HINTS FOR OUT-OF-COUNTRY

Individuals coming from another country **MUST PROVIDE THE FOLLOWING ORIGINAL DOCUMENTS** along with a translation if not in English **AND 1 COPY OF ALL PAGES** submitted. All translations must be done by approved translators (see attached). Your application will be given once you are qualified, it will explain the testing process. **You will be required to take both the written and practical examinations.**

---PROOF OF TRAINING: We must see the original document; we will keep a copy of them in our files.

- Your proof of training must be on letterhead/stationary.
- It must be signed, notarized or there must be a seal on the document.
- It must list out the subjects that you have taken and the number of hours for each subject.

---PROOF OF LICENSING:

- You must include proof of licensing in your Country, such as copy of a current license and/or a letter from the licensing agency/authority.

---PROOF OF 4 YEARS SALON WORK EXPERIENCE is to be completed by either the owner or manager. It **CANNOT** be completed by yourself or a family member.

- The completed work experience form must show starting and ending dates of the work experience, including month/day/year.
- The completed work experience form must clearly show your job title, phase of experience or occupation held.
- The form must be properly signed and notarized.
- There cannot be any alterations, corrections or changes to the form or it will not be acceptable and you will need a new form to be completed.
- If you were self-employed, you need to obtain one of the following:
 - a) Federal Tax forms or equivalent
 - b) Letter from tax person/bookkeeper verifying type of work, starting and ending date, salon name and address; on his stationary, signed and notarized.

---PROOF OF SUCCESSFUL COMPLETION OF 10TH GRADE. You must sign and notarize an affidavit provided by our office, stating that you have successfully completed the 10th grade in high school or it's equivalent. Please ask for a form.

---PROOF OF 18 YEARS OF AGE: must include one of the following:

- A copy of your birth certificate.
- A copy of your current driver's license.
- A copy of your current passport.

---PROOF OF NAME CHANGE: all names must match or chain together with proof provided! Your name

must be the same (and in the same order) on all documents.

- A copy of each of your marriage licenses.
- A copy of each of your divorce papers, showing your name was restored or referencing your maiden name.
- Any Court documents which proves your name change.

ALL APPLICANTS MUST HAVE A SOCIAL SECURITY NUMBER!!!!
YOU CANNOT WORK IN NEVADA WITHOUT A NEVADA LICENSE!!!!